ADMISSION COMMITTEE FOR PROFESSIONAL COURSES GUJARAT STATE



MASTERS OF ENGINEERING / MASTERS FOF TECHNOLOGY ADMISSION

USER MANUAL

ADMISSION YEAR 2021 VACANT SEAT - VQ ADMISSION MODULE

Part:1

- ઓનલાઈન પ્રવેશ પક્રિયા બાદ સંસ્થા ખાતે ખાલી બેઠકો ઉપર ફાળવાયેલ પ્રવેશ ની માહિતી આ મોડ્યુલમાં ભરવાની રહે છે.
- સંસ્થા ખાતે ખાલી રહેલી બેઠકો ની પ્રવેશ પક્રિયા પૂર્ણ થયા બાદ દરેક સંસ્થા એ ફોર્મ ભરેલ
 ઉમેદવારો ની માહિતી ભરવાની રહે છે.
- ઉમેદવાર ની માહિતી ભરતી વખતે ત્રણ વિકલ્પ ઉપલબ્ધ છે.
 - ACPC Application Number વાળા ઉમેદવાર
 - GTU Enrolment Number વાળા ઉમેદવાર
 - New Candidate જેની માહિતી ઉપરોક્ત બન્ને માં ઉપલબ્ધ નાં હોયતેવા વિદ્યાર્થીઓ ની માહિતી અહી ભરવાની રહે છે.
- સંસ્થા ખાતે પ્રવેશ કાર્યવાઠી બાદ સંસ્થા દ્વારા નીચે ના રીપોર્ટ સમિતિ ખાતે જમા કરાવવાના રઠેશે.
 - Admission Summary as per the Checklist
 - Registration List download from the VQ Module
 - Merit List download from the VQ Module
 - Branch Wise Admitted List:- download from the VQ Module
 - Dual Admission List with candidate cancel application and Candidate admission letter
 - Candidate Application form along with Required Document as Registered (Only Registration detail for merit Candidate)

અહીં નીચે સંસ્થા સ્તરે ખાલી બેઠકો માટે ની ME/MTech Vacant Seat Module ની સંપૂર્ણ માહિતી આપેલ છે.

મોડ્યુલ માં લોગીન કરવા માટે નીચે મુજબ ના credential થકી લોગીન કરી શકાશે.

Log in credentials:

URL: me.jacpcldce.ac.in

Select – M.E.

User ID: NIC PIADMIN i.e. PIADMIN102120 (Same as NIC PI Admin) Password: 12345678

Please change password immediately after first time login

Part:2

આ રીપોર્ટમાં સમિતિ દ્વારા કરવામાં આવેલ ઓનલાઈન એડમીશન ની માહિતી દેખાય છે. સંસ્થા ખાતે કોઈ વિદ્યાર્થી કે જે નિયત સમય મર્યાદામાં હાજર થયેલ ના હોય (Not Appeared) કે ઓનલાઈન ફાળવાયેલ પ્રવેશ રદ (Cancel) કરાવેલ હોય તો એવા વિદ્યાર્થી ની સામે સંસ્થા દ્વારા અહીં ACTION માં ક્લિક કરી ને Not appeared candidate list અને Cancel candidate list સંસ્થા ના સહી સિક્કા અને પ્રવેશ રદ કરાવેલ વિદ્યાર્થી ની અરજી સાથે પ્રવેશ સમિતિ ને જમા કરાવવાનું રહેશે.

Part 1

Institute Login For M.E./M.TechD2D Vacant Seat Module

Enter : me.jacpcldce.ac.in



Dashboard



In Dashboard you can check counts of following:

- 1. Count of New Registration of Students
- 2. Count of New Students Registered from Enrollment
- 3. Count of Students Registered from ACPC Application
- 4. Count of Pending Students
- 5. Count of Approved Students
- 6. Count of Rejected Students

Students Data

Add Students

Student Registration

Select any of following:

- a. ACPC Application Number (આ વર્ષે રજીસ્ટ્રેશન કરાવેલ વિદ્યાર્થીઓ)
- Enrollment No./Seat No. (ફક્ત GTU નાં પાસ થયેલા હોય તેવા વિદ્યાર્થીઓ)
- c. New Registration (ગુજરાત રાજ્ય બહારના વિદ્યાર્થી અને ગુજરાત

ના વિદ્યાર્થીઓ કે જેમના ડેટા ઉપરોક્ત બન્ને માં નાં આવતા હોય તેવા વિદ્યાર્થીઓ)

a. ACPC Application Number

| \leftarrow \rightarrow C $\widehat{\mbox{ a Not security}}$ | re me.jacpcldce.ac.in/institute/student/register/create | G G G 🕼 🚇 |
|---|--|--|
| M.E. : Institute Admission Portal | | L.D.College Of Engineering, Ahmedabad Logout |
| 童 L.D.College Of Engineerin | create Students | Dashboard Create Students |
| n Dashboard | | |
| Students Data | Student Registration | |
| + Add Students | # Registration | |
| i≡ Pending List | ACPC Application No. Enrollment No. New Registration | |
| i≡ Approve List | | |
| i≡ Reject List | | |
| ☷ Query Raised List | # ACPC Application No. ACPC Application No. | |
| ■ ACPC Admitted < | Enter ACPC Application No. | |
| a Masters | | |
| Admitted list Report | | |
| herit list Report | Send | |
| Registration list Report | | |
| Dual Admission list Report | | |
| P Change Password | | |
| C+ Logout | | |
| | numeria (1999) II E. Administra All victor record | |

| $\leftarrow \rightarrow$ C $\widehat{\square}$ No | t secure me.jacpcldce.ac.in/institute/student/register/create | G 📀 Ĝ 🕼 🖷 😩 … |
|---|---|--|
| M.E. : Institute Admission Portal | | L.D.College Of Engineering, Ahmedabad Logout |
| 童 L.D.College Of Engineerin | Create Students | Dashboard Create Students |
| Dashboard | | |
| Students Data | Student Registration | |
| + Add Students | # Registration | |
| I≡ Pending List | ACPC Application No. Enrollment No. New Registration | |
| : | | |
| 🔚 Reject List | | |
| E Query Raised List | # ACPC Application No. ACPC Application No. | |
| ACPC Admitted | Enter ACPC Application No. | Enter ACPC Application |
| Masters < | Enter ACPC Application No. | number e.g. 2111905000001 |
| Admitted list Report | | |
| 🕒 Merit list Report | Dross cond button | |
| Registration list Report | Press send Dutton | |
| Dual Admission list Report | | |
| P Change Password | | |
| 🔂 Logout | | |
| me.jacpcldce.ac.in/institute/dashboard | Convicte Contract ME Admission All rights record | |

Following Screen will appear as Form:

| student Registration | |
|---|--|
| bard # Ressanal Details | |
| ACPC Application No. | # BE / B.Tech |
| idents 211190701280 | Enrollment No.* |
| g List | 160160111029 |
| e List | BE / B.Tech Passing Branch * |
| 1106209 | Civil Engineering + |
| List Gender * | # Board / University |
| Raised List | Board/University * |
| Admitted Change Con | Gujarat Technological University (GTU) (GTU) + |
| TS Candidate Name * | 2021 |
| d list Doport | Percentage Marks BE / B.Tech * |
| Parmar Devam Hardikonal | 14 2692 |
| st Report Candidate Category * | |
| ration list Report Socially and Educationally Backward Classe • | |
| Candidate Sub-Category dmission list Report | |
| None (NO) | # Adminute Datail |
| Date Of Birth * | # Admission Detail |
| 30/07/2002 | Vacant Quota (VQ) |
| Candidate Email * | Interse Merit Number * |
| abc@gmail.com | Interse Merit Number |
| Candidate Mobile No * | |
| 9879879878 | Admitted Branch Name * |
| # Admitted Detail Admitted Institute Code | Save Cancel |
| | |
| Admitted Cource Code | |
| Geolectinical Engineering | |
| # Gate Exam Detail (To be Filled only for Gate Qualify Candidate) Gate Registration No. | |
| Gate Registration No. | |
| | |
| Gate Subject | |
| Choose One | |
| | |
| Gate Marks | |
| Gate Marke | |
| Gate Marks | |
| Gate Score | |
| Gate Score | |
| | |

Following fields will be automatically filled from Database in the Form:

Personal Details

- i. ACPC Application Number
- ii. ACPC Rank Number
- iii. Gender
- iv. Candidate Name
- v. Candidate Category
- vi. Candidate Sub-Category
- vii. Date of Birth

GATE Exam Detail (To be filled only for GATE Qualify candidates)

- i. GATE Registration
- ii. GATE Subject
- iii. GATE Exam year
- iv. GATE Marks
- v. GATE Score

B.E./B.Tech.

- i. Enrollment Number
- ii. B.E. /B.Tech Passing branch
- iii. University
- iv. Passing Year
- v. Aggregate Percentage marks B.E./B.Tech.

Following field to be filled by user and which are mandatory:

Personal Details

- i. District of Student
- ii. Candidate Email
- iii. Candidate Mobile Number

Admission Detail

- i. Quota
- ii. Inter se Merit Number (Merit Number given by Institute)
- iii. Admitted Branch/Program/Course Name

b. Enrollment No./Seat No. (Only For GTU Passed Students)

| Dashboard | |
|-----------------------------|---|
| Students Data | Student Registration |
| + Add Students | # Registration |
| ⊞ Pending List | ACPC Application No. Enrollment No. / Seat No. New Registration |
| I≣ Approve List | |
| i≡ Reject List | |
| i≡ Query Raised List | # Enrollment No. / Seat No. Enrollment No. / Seat No. |
| SACPC Admitted | Enter Enrollment No. / Seat No. |
| a Masters < | |
| Admitted list Report | |
| Herit list Report | Send |

Following fields will be automatically filled from Database.

Personal Details

i. Candidate Name

B.E./B.Tech

- i. Enrollment No./Seat No.
- ii. B.E. Passing Branch
- iii. Passing Year
- iv. Percentage marks

All other fields to be filled by user in which red marked are mandatory.

M.E. : Institute Admission Portal

Dashboard

Students Data

+ Add Students

📰 Pending List

I≡ Approve List

\Xi Reject List

I≡ Query Raised List

ACPC Admitted

Masters

Admitted list Report

🕒 Merit list Report

Registration list Report

Dual Admission list Report

🔑 Change Password

G Logout

Student Registration

Registration

- ACPC Application No. Enrollment No.
- New Registration

| # Personal Details |
|---------------------------|
| |
| ACPC Application No |
| Enter ACPC Application No |
| ACPC Rank No |
| Enter ACPC Rank No |
| Gender * |
| Choose One |
| District * |
| Choose One |
| Candidate Name * |
| Enter Candidate Name |
| Candidate Category * |
| Choose One |
| Candidate Sub-Category |
| None (NO) |
| Date Of Birth * |
| Date Of Birth |
| Candidate Email * |
| Enter Candidate Email |
| Candidate Mobile No * |

Enter Candidate Contact Number

Admitted Detail

Admitted Institute Code

Admitted Cource Code

Gate Registration No.

Gate Subject
Choose One
Gate Exam Year
Choose One
Gate Marks
Gate Marks
Gate Score
Gate Score

Gate Exam Detail (To be Filled only for Gate Qualify Candidate)

Ŧ

*

÷

| # BE / B.Tech | |
|--------------------------------|---|
| Enrollment No.* | |
| Enter Enrollment No. | |
| BE / B.Tech Passing Branch * | |
| Choose One | Ŧ |
| # Board / University | |
| Board/University * | |
| Choose One | * |
| Passing Year * | |
| 2021 | * |
| Percentage Marks BE / B.Tech * | |
| Percentage Marks BE / B.Tech | |
| | |
| | |
| | |
| # Admission Dotail | |
| # Aumission Detail | |
| | |
| Vacant Quota (VQ) | |

Interse Merit Number *

Admitted Branch Name *

Choose One

Save

 $me.jacpcldce.ac.in/institute/student/pending_list$

c. New Registration

All fields to be filled by the user.

REPORT: Vacant Seat Admission

- Admitted List
- Merit list
- Registration list
- Dual Admission list with cancellation report

Vacant Seat Candidate Endorsement Process:

- PENDING LIST
- APPROVED LIST
- REJECT LIST WITH QUERY

PENDING LIST :

| - 1 | | | | | | | | L.D.OUIEge OF L | пушеетт | iy, Anneuabau | Logoui |
|---------------------------|----------|----------------------------|----|----------------------|---|------------------|---------------------------|-----------------|----------|---------------|--------|
| L.D.College Of Engineerin | Students | Pending List | | | | | | Da | ishboard | | |
| a Dashboard | | | | | | | | | | | |
| Students Data | _ | | | | | | | | | | |
| + Add Students | Show 10 | ✓ entries | | | | | | Search | 0 | | |
| I≡ Pending List | Sr î♠ | Name | Τ¢ | ACPC Application No. | ¢ | ACPC Roll No. 14 | Enrollment / Seat No. î 🕸 | Status î≬ | Action | | îψ |
| I = Approve List | 1 | VYAS KRUSHNKANT KISHORBHAI | | | | | 146110319122 | Pending | Send | Edit View | |
| ;≡ Reject List | 2 | Sriram Kumar | | | | | | Pending | Send | Edit View | |
| E Query Raised List | 3 | SHETH HEMANG RAJESHBHAI | | 211190700015 | | 2200052 | 91800936021 | Pending | Send | Edit View | |
| aCPC Admitted | 4 | BAROT DIP SUHAGKUMAR | | | | | 146050319003 | Pending | View | | |
| n Masters < | Showing | 1 to 4 of 4 entries | | | | | | | | Previous 1 | Next |
| Admitted list Report | | | | | | | | | | | |
| Second Merit list Report | | | | | | | | | | | |
| Registration list Report | | | | | | | | | | | |

Once registration of the candidate complete than view the pending list portal

Here Again the candidate detail can be Edit or View

After complete the registration with required detail press the **Send** button, once you press the send button the candidate name and all detail will be reflected at ACPC admin Module for



APPORVED LIST :

| L.D.College Of Engineerin | Export Type | | | | | | | | | | |
|---|---------------------------|-----------------------------|----|----------------------|------------------|--------------------------|-----------|-----------|--|--|--|
| Dashboard | Select E | ort | | • | | | | | | | |
| Students Data | Show 10 v entries Search: | | | | | | | | | | |
| + Add Students | Sr 1 | Name | î₽ | ACPC Application No. | ACPC Roll No. 14 | Enrollment / Seat No. 14 | Status î∳ | Action 10 | | | |
| I≡ Pending List | 1 | Akshay Patel | | | | 11234567890 | Approve | View | | | |
| I≡ Approve List | 2 | ATODARIA KEYURSINH AJITSINH | | | | 146010306002 | Approve | View | | | |
| i≡ Reject List | 3 | MODI VISHWA DIPESH | | 211190700084 | 1102480 | 186140316052 | Approve | View | | | |
| E Query Raised List ■ ACDC Admitted | 4 | MOHIT SHARMA | | 211190700093 | 1100326 | 186540311010 | Approve | View | | | |
| Acre Admitted Acre Admitted | Showing | 1 to 4 of 4 entries | | | | | Previous | 1 Next | | | |

List of the candidate who have verified by ACPC and found approved for admission.

REJECT LIST

| Dashboard | | | | | | | | |
|-------------------------------|------------|-----------------------------------|---|-------------------------|------------------|--------------------------|-----------|-----------|
| Students Data | a 4 | | | | | - | | |
| +Add Students | Show 1 | 0 ✓ entries | | | | Search: | | |
| i≡ Pendina List | Srî♣ | Name | ¢ | ACPC Application No. 14 | ACPC Roll No. 14 | Enrollment / Seat No. 14 | Status ↑≬ | Action 10 |
| = Approvo List | 1 | SHARMA PULKIT ANILKUMAR | | 211190700261 | 1101599 | 186540311026 | Reject | View |
| E Reject List | 2 | DHORAJIYA SAHILKUMAR BHAYALALBHAI | | 211190700078 | 1105306 | 186050307009 | Reject | View |
| E Query Raised List | Showing | 1 to 2 of 2 entries | | | | | Previous | 1 Next |
| ACPC Admitted | | | | | | | | |
| n Masters ≺ | | | | | | | | |

View the Rejected List with Query raised by ACPC - If possible to compile with query than reply the query so that ACPC can approve the candidate.

LIST of the Documents for Endorsement

After the completion of registration and admission process on vacant seat at institute level institute has to submit the following documents with endorsement file

- Advertisement of Vacant Seats displayed on Institute website/Notice Board
- Admission Schedule displayed on Institute website/Notice Board

- Registration List download from the VQ module on Institute Letter Head duly signed by Principal/Director of Institute
- Merit List download from the VQ module on Institute Letter Head duly signed by Principal
- Admitted List download from the VQ module on Institute Letter Head duly signed by Principal (Annexure IV)
- Dual Admission report along with cancellation application
- ACPC Not appeared candidate list
- ACPC admission cancellation list

DOCUMENTS TO BE SUBMITTED FOR M.E./M. Tech. VACANT SEATS ENDORSEMENT 2021-22 FOR Self Finance (Un-aided) Institutes

- 1. Forwarding letter requesting Member Secretary for vacant seat Endorsement.
- 2. Undertaking-certificate duly signed by Head of institute
- 3. Summary of seat status as per format-Annexure-I
- Cancellation list (if any at institute level) hard copy as per format Annexure-II at institute level with all cancellation forms mentioning detail and application of candidate duly signed by authority-photocopy (For MQ seat + ACPC seat admitted both)
- 5. Admitted list SQ-ACPC as Annexure-III one copy as per format
- 6. Admitted list Under vacant seats Annexure-IV with undertaking-certificate and signature
- 7. Inter-se merit- Annexure-V as per Admission notification issued by Govt. of Gujarat dated 30.6.2020 with format duly signed, certified and stamped (priority must be followed as per prevailing Govt. of Gujarat notification)
- 8. **Register** of forms collected from applicants
- 9. **Counseling Register** as per inter se merit (Online/offline attendance of students and incase of absent, mark ABSENT legibly) duly signed by authority.
- 10. Copy of Admission forms along with copy of Registration detail for ACPC
 - merit candidate for each candidate (as per admitted list annexure-IV)
- 11. Submit Registration fees for the Non ACPC merit Candidates : Rs. 500/- Per Candidate by means of Cheque/DD in favour of ACPC-GTERS payable at Ahmedabad

Photocopy of following Documents of each admitted candidate to be submitted with admission form of admitted candidates.

a) Copy of all semesters mark sheets clearly indicating PASS in each semester (in case If passed some

Semesters in more than one attempt).

For GTU candidates, if Provisional degree certificate OR degree Certificate is available there is no need to attach the mark-sheet. Only PDC/Degree certificated to be attached in case of GTU Candidates.

- b) Copy of Degree certificate/ provisional degree certificate issued from university
- c) If candidate belong to category attach related documents for category.
- d) Copy of Registration detail from candidate login ID for candidates who are in merit list of ACPC of this year.
- e) Percentage conversion certificate if the same is not mentioned in Degree certificate/Mark sheet

Notes:

- 1. It is mandatory to email the Soft copy of Annexure-VI in excel format to acpcpg@gmail.com for M.E./M. Tech courses.
- 2. All the relevant admission data in Vacant seats admission process at Selffinanced Institute level are to be filled in online portal, the details of same will be sent to all concerned separately by email.

Attach Photocopies of advertisement copy, Notices placed at institute/institute website, Form register and Counseling Register related to Vacant Seat admission at institute as part of endorsement process.

<u>Part 2</u>

ACPC - ONLINE ADMITTED LIST FOR NOT APPERED OR CANCEL CANDIDATE NOTIFICATION

| L.D.College Of Engineerin | ACI | PC Adm | nitted List | | | | Dashboard / ACPC Admitted List |
|----------------------------|-----|---------|--------------------------|-------------------------|------------------|--------------------------|--------------------------------|
| Dashboard | | | | | | | |
| Students Data | | | | | | | |
| ACPC Admitted | 8 | Show 10 | ✓ entries | | | Searc | ch: |
| | | Sr 1♣ | Name | ACPC Application No. 14 | ACPC Roll No. 14 | Enrollment / Seat No. 14 | Action î 🛊 |
| := ACPC Admitted List | | 1 | MOHIT SHARMA | 211190700093 | 1100326 | 186540311010 | Not Appeared Cancel |
| I≡ Not Appeared List | | | | | | | |
| i≡ Cancel List | | 2 | Tirth Tanna | 211190700041 | 2200010 | 91800939034 | Not Appeared Cancel |
| 🙆 Masters 🔇 < | | 3 | Virati Shah | 211190700064 | 1100137 | 186170307120 | Not Appeared Cancel |
| Admitted list Report | | 4 | DODIYA KRUNAL ANILBHAI | 211190700135 | 1101668 | 186020317012 | Not Appeared Cancel |
| Arit list Report | | 5 | PREKSHA R SHAH | 211190700167 | 1100002 | 186170307085 | Not Appeared Cancel |
| Registration list Report | | 6 | chaudhari payal haribhai | 211190700218 | 1104437.5 | 176080316502 | Not Appeared Cancel |
| Dual Admission list Report | | 7 | RAVAL DEVANG KISHORKUMAR | 211190700241 | 1400012 | 2018033800140727 | Not Appeared Cancel |

આ રીપોર્ટ માં સમિતિ દ્વારા કરવામાં આવેલ ઓનલાઈન એડમીશન ની માફિતી દેખાય છે. સંસ્થા

ખાતે કોઈ વિદ્યાર્થી કે જે નિયત સમય મર્યાદામાં હ્રાજર થયેલ ના હ્રોય (Not Appeared) કે ઓનલાઈન ફાળવાયેલ પ્રવેશ રદ (Cancel) કરાવેલ હ્રોય તો એવા વિદ્યાર્થી ની સામે સંસ્થા દ્વારા અહીં ACTION માં ક્લિક કરી ને Not appeared candidate list અને Cancel candidate list સંસ્થા ના સહી સિક્કા અને પ્રવેશ રદ કરાવેલ વિદ્યાર્થી ની અરજી સાથે પ્રવેશ સમિતિ ને જમા કરાવવાનું રહેશે